

UNITED STATES MARINE CORPS
MARINE CORPS INSTALLATIONS PACIFIC
CAMP SMEDLEY D. BUTLER, OKINAWA
UNIT 35006
FPO AP 96373-5006

IN REPLY REFER TO:
5090
F/EAB/28773
15 Oct 2012

MEMORANDUM

From: Environmental Management System Manager
To: MCB Camp Butler EMS Core Team Members

Subj: ENVIRONMENTAL MANAGEMENT SYSTEM (EMS) MCB CAMP BUTLER CORE
TEAM MEETING MINUTES

Ref: (a) MCO P5090.2A W/CH 1-2

Encl: (1) Agenda
(2) Attendance Roster

1. Per the reference, the MCB Camp Butler EMS Core Team met on 27 September 2012. The agenda is contained in enclosure (1) and a list of attendees is contained in enclosure (2).

2. Meeting. The meeting began at 0900.

(b) (6) announced the expansion of Core Team program to senior level. Next Core Team deputy Camp Commanders will be invited with the purpose of getting environmental and recycling issues resolved.

a. Review FY12 Objectives and Targets (O & T) and FY12 Environmental Action Plans (EAP).

(1) This year Targets on non-hazardous solid waste and construction demolition debris diversion from the waste stream are 44% and 54% respectively. Results will be reported at the Commander's Environmental Management Review Board (CEMRB) late November or early December.

(2) Target on energy intensity reduction on facilities is 3% and results will be presented at the Utilities Conservation and Appraisal Board (UCAB).

(3) (b) (6) GME Operations Officer, briefed that next month a FAST report automated system for individual vehicle fuel use will be initiated. He remarked that for now Anti-idling Policy applies only to government vehicles. Phase three of this program will (b) (6) the policy to POVs. He also mentioned that DoD will have an Anti-idling Policy soon.

Subj: ENVIRONMENTAL MANAGEMENT SYSTEM (EMS) CORE TEAM MEETING MINUTES

(b) (6)

recommended reviewing the Driving Green lessons plan he has posted at the GME oint on the following link:

<https://wss.mcbbutler.nmci.usmc.mil/G4/GME/DriveGreen/default.aspx>

This plan gives you information about smart driving, improving mileage, avoiding idling, fuel saving tips etc.

(b) (6)
(4)

MCAS Futenma environmental camp coordinator, introduced the new Pollution Prevention (P2) manager, (b) (6) He will be sitting at building 363 room 217. BO 5100.31A Ground Occupational Safety And Health (GOSH) Program includes SOP 9 on hazardous material (HM) control and is under review and will be updated soon. The Authorized Use List (AUL) review board does not meet anymore. All issues are resolved via e-mail. 298 AUL requests have been approved and 24 have been rejected. Some of the issues are: duplicates, MSDS, LSN/NSN and high quantity. There were 1769 lbs of expired HM on the 4th quarter with the value of \$9184.71. Big contributors to this numbers were: MEDLOG, Kubasaki High School, CBL CRF, HQ BLT and BLT. The expired HM to hazardous waste (HW) went down half, in only one year. In FY11 MCB Butler generated 65,185 lbs and cost \$115,659.24 for disposal. In FY12, 33,647 lbs were generated and cost \$66,143.41.

Hazardous Material Management System (HMMS) is a program that all Marine Corps installations will use to manage HM and waste compliance reporting. HMMS will be available to MCB Butler in the 4th quarter 2012. It will include AUL tracking via the web and will speed up the process. Information will be sent to Industrial Hygeine, Safety and Environmental. HMMS will include HM, HW, and solid waste tracking, manifest generation, camp to camp and final disposal. Training on this new system will be done the 2nd quarter of FY13 (tentatively).

c. Annual Practice Inventory and Risk Ranking Review. Old Practice Inventory was replaced by MCICOM WEBCASS Practice inventory. The old practices and aspects were matched with WEBCASS PAI. Risk ranking was completed for new aspects and will be forwarded for input to: Installation Safety Office, Natural Resources Team, Environmental Staff and EMS Core Team. Aspects that ranked high in the drafted risk ranking are: solid waste generation, noise, electricity use and spill.

d. Annual MCIPAC Environmental Policy Review. Policy will be sent out to MCIPAC installations and will be reviewed at the MCIPAC Core team Meeting next month.

e. Annual EMS Audit Results. One minor non-conformance noted. Spill Prevention Control and Countermeasure (SPCC) Plans need to be completed. Only Camp Hansen and Camp Kinser have SPCC plans. The installation Spill Prevention and Response Plan (SPRP) is currently being updated for MCB Butler. Audit Summary was sent for Assistant Chief of Staff G-F signature.

f. Internal ECE & Benchmark. We will begin internal Environmental Compliance Evaluation (ECE) next week. New tentative Benchmark ECE dates are late January or early February 2013. MCICOM will inspect all camps/training areas and all environmental programs. They will conduct external audit of EMS.

Subj: ENVIRONMENTAL MANAGEMENT SYSTEM (EMS) CORE TEAM MEETING
MINUTES

g. FY13 CEMRB Meeting. Commander's Environmental Management Review Board (CEMRB) is an annual senior management review of EMS and environmental compliance status. It will take place at the BEOC with CG and senior staff on late November or early December.

h. Document Update.

(1) The following documents were completed this quarter:

- MCIPACO 5090.1 Environmental Management System (EMS)
- EMSP 16.2 Auditor Pool Listing ver 8
- EMSP 11.1.2 UER Spill Report Form ver 2
- EMSP 11.2 Spill Response and Notification Procedures Version 5
- EMP 1.1 Continuity Binder SOP ver 4
- EMP 1.1.1 Continuity Tabs ver 4
- EMP 13.7.1 Camp Kinser Cane Toad Flyer (new document)

(2) The following documents are currently being updated:

- EMS Pamphlet
- EMP 13.6 Common Poisonous Plants on Okinawa ver 2 (brochure)

(3) The following documents were cancelled this quarter

- EMP 1.1.2 Continuity Lite Tabs ver 2
- EMP 13.6 Common Poisonous Plants on Okinawa ver 1 (brochure)

(4) The following emergency response plans are still in draft:

- MCBJO 5090.2A, Spill Prevention & Response Plan
- Site Specific Spill Plans
- SPCC Plans
- Tsunami SOP

h. Upcoming events.

(1) CEMRB - November or December

(2) ECE Benchmark will be late Jan or early Feb 2013

(3) Next Core Team meeting will be in December 2012.

i. The meeting adjourned at 0945. The Core Team meeting minutes will be distributed to Core Team members and other interested parties. Core Team members are reminded to brief their chain of command on all Core Team activities.

Subj: ENVIRONMENTAL MANAGEMENT SYSTEM (EMS) CORE TEAM MEETING
MINUTES

3. The Core Team point of contact is (b) (6)
(b) (6)



EMS CORE TEAM MEETING

27 September 2012

Review of FY12 O & Ts

Objective	Target
1. Reduce the impact of solid waste generation.	a. Divert 50% of non-hazardous solid waste from the waste stream by FY15 (FY12 Target: 44%). b. Divert 60% of construction and demolition debris from the waste stream by FY15 (FY12 Target: 54%).
2. Reduce electricity use in buildings.	Reduce energy intensity of facilities by 37.5% by FY20 using FY03 as baseline (FY12 Target: 3% reduction from FY11)
3. Reduce vehicle fuel consumption and air emissions.	Reduce use of petroleum products by vehicle fleets by 30% by FY20 using 2005 as baseline (FY12 Target: 3% from FY11).
4. Reduce the impact of HAZMAT storage and usage.	Reevaluate the HAZMAT Authorized Use List (AUL) process.

Note: Results will be reported in November or December at CEMRB

Review of FY12 EAPs

Target: Divert 50% of non-hazardous solid waste from the waste stream by FY15 (FY12 Target: 44%)			
Plan of Action	Responsibility/POC	Status	Completion Date
Procure Material Handling Equipment (Bobcat)	QRP Manager	In progress	Sep 2012
Install sorting conveyer	QRP Manager	In progress as JFIP (New recycling center), Design stage until 31 Mar 2013	Sep 2012
Procure large-size scale	QRP Manager	Not started	Sep 2012

Review of FY12 EAPs

Target: 60% of construction and demolition debris from the waste stream by FY15 (FY12 Target: 54%)

Plan of Action	Responsibility/POC	Status	Completion Date
Coordinate with contracting agencies (PWB, ROICC and Army Corps of Engineer) to track diversion of construction and demolition debris	QRP Manager	In progress	Sep 2012

Review of FY12 EAPs

Target: Reduce energy intensity of facilities by 37.5% by FY20 using FY03 as baseline (FY12 Target: 3% reduction from FY11).

Plan of Action	Responsibility/POC	Status	Completion Date
Outline and document Energy Project Development Process for optimized implementation of energy projects	Energy Manager	Complete	Dec 2011
Identify street lights and parking lights that can be either de-lamped or re-lamped with high efficiency lighting	Energy Manager	Ongoing	Feb 2013
Installation of 20 kW photovoltaic panels (bldg 464 and 1002)	Energy Manager	Ongoing	Sept 2012
Execute A/C shutdown policy from December – March	Energy Manager	Ongoing	Mar 2013
LEED Training	Public Works Officer	Complete	Mar 2012
ASHRAE 189.1 High Performance Building and Net Zero Design Training	Energy Manager	Complete	Apr 2012
Humidity Controls Training from Mason Grant Consulting	Energy Manager	Complete	Apr 2012
Exchange all incandescent light bulbs with compact fluorescent light bulbs in all barracks facilities	Energy Manager	Complete	May 2012

Review of FY12 EAPs

Target: Reduce energy intensity of facilities by 37.5% by FY20 using FY03 as baseline (FY12 Target: 3% reduction from FY11).

Plan of Action	Responsibility/POC	Status	Completion Date
Exchange all 60 watt light bulbs with LED replacements in two barracks facilities	Energy Manager	Complete	May 2012
Identify facilities for immediate survey and project development for low cost/no cost energy conservation measures	Energy Manager	Ongoing	Dec 2012
Develop energy conservation measures (ECMs) for targeted facilities based on 1) effectiveness for impacting energy use, and 2) applicability to multiple buildings, and submit work requests for implementation	Energy Manager	Ongoing	Sept 2013
Installation of 11 kW wind turbine Camp Foster	Energy Manager	Ongoing	Mar 2013
Implement Energy Enterprise Management (EEM) Application for energy monitoring capabilities	Energy Manager	Ongoing	Jan 2013
Commission Advanced Metering Infrastructure (AMI) MCB Butler	Energy Manager	Ongoing	Jan 2013

Review of FY12 EAPs

Target: Reduce energy intensity of facilities by 37.5% by FY20 using FY03 as baseline (FY12 Target: 3% reduction from FY11).

Plan of Action	Responsibility/POC	Status	Completion Date
Project development for heat shielding film and blinds for various facilities	Energy Manager	Ongoing	Mar 2013
Implement scope for the replacement of 50 inefficient transformers with high efficient transformers	Energy Manager	Ongoing	Sept 2013
Project Development for ECIP: 50 meter pool renovation and renewable energy implementation	Energy Manager	Cancelled	
Aggressive Energy Awareness Campaign through OkiNews and marquee advertisements	Energy Manager	Ongoing	Sept 2013

Review of FY12 EAPs

Target: Reduce energy intensity of facilities by 37.5% by FY20 using FY03 as baseline (FY12 Target: 3% reduction from FY11).

Plan of Action	Responsibility/POC	Status	Completion Date
Energy Awareness Training/Presentations targeting: - New Join Marines (weekly) - New Comer's Orientation (weekly) - Camp Commanders (quarterly) - Billeting Managers - Barracks Managers	Energy Manager	Ongoing	Sept 2013
Replace 22 chillers with Turbocor technologies for more efficient energy operations	Energy Manager	Ongoing	May 2013
Advanced Metering Infrastructure (AMI) installation CATC Camp Fuji	Facilities Maintenance Department Camp Fuji	Ongoing	Sept 2013
Feasibility Study for Waste to Energy implementation	Energy Manager	Not Started	Sept 2013
Resource Efficiency Managers (REM) Program Implementation	Energy Manager	Ongoing	Sept 2013

Review of FY12 EAPs

Target: Reduce use of petroleum products by vehicle fleets by 30% by FY20 using 2005 as baseline (FY12 Target: 3% from FY11).

Plan of Action	Responsibility/POC	Status	Completion Date
Continue to enforce the Anti- Idling Policy (GME SOP MCBJO 11240.5)	Motor T Chief / Operations Chief	Ongoing	Continuous
Continue to endorse Official Use.	Motor T Chief / Operations Chief		
Continue to reduce the number of fossil fuel vehicles through Right Sizing the Fleet (MCPJ Policy ltr 6-09).	Procurement Chief	Ongoing	Continuous
Continue to promote Green Line bus service.	Operations Officer	Ongoing	Continuous
Continue to monitor GME in service vehicles (Road Master Checkpoints – utilization) Addressing Idling and Unofficial Use	Motor T Chief / Operations Chief	Ongoing	Continuous

Review of FY12 EAPs

Target: Reduce use of petroleum products by vehicle fleets by 30% by FY20 using 2005 as baseline (FY12 Target: 3% from FY11).

Plan of Action	Responsibility/ POC	Status	Completion Date
Continue to redesign Quality Control Program (Implementation of QC Stations & QC Satellites through Okinawa & CATC Fuji)	Operations Chief / Chief Dispatcher	Ongoing	Continuous
Continue to utilize technology to maintain records and provide cost effective information to GME users / customers	Procurement Chief	In Progress DON Fuel Automated System monitoring individual vehicle fuel use. Electronic Data records on consumption. Home - Drive Green	Continuous
Continue to procure fuel efficient vehicles such as Hybrids.	Procurement Chief	Ongoing	Continuous
Continue with expansion plans for Electric Vehicles (zero fuel/zero carbon)	Procurement Chief	Ongoing	Continuous

EAP 5 AUL EVAL

(b) (6)

- New P2 Manager- Foster Bldg 363
- Revise BO 5100.31A, SOP 9- Update....TBD (ISO)
- AUL Review Board- ongoing (via e-mail submission)
 - AULs approved to date- 298
 - AULs rejected to date- 24
 - Issues- duplicates, MSDS, LSN/NSN, High qty, no 7day
- Expired HM Data Call-
 - 4th QTR- 1,769(lbs) \$9,184.71

EAP 5 AUL EVAL

- Big contributors in 4th QTR-
(b) (6)
 - MEDLOG- 10K(lbs)
Larvacide (Reut 6 m more
insecticides processing
 - KSH- 400(lbs) of numerous lab chemicals (REG HW
\$4K estimated)
 - CLB-31 MT- Calcium Hypochlorite 2245(lbs) (HW
\$8,014.65 estimated)
 - CRF- paint 3038(lbs) HW \$4,617.76 (estimated)
 - HQ BLT Comm.- alkaline batt 1,455(lbs) HW
\$3,040.95
 - BLT Comm.- non-recharge lithium batt 814(lbs) HW
\$2,124.54
- HM management checklist- TBD (ISO)

EAP 5 AUL EVAL

- HM ordering by Supply- issue (Futenma Supply) working
- Reduction of HM to HW by 12%- (created by CY data)

Expired HM to HW FY data

- FY11- 65,185 (lbs) \$115,659.24
- FY12- 33,647 (lbs) \$66,143.41

EAP 5 AUL EVAL

- HMMS- (RHICS replacement) Oki push 4th QTR FY13
 - AUL tracking- via web, reduce confusion, unit visibility, auto notification
 - Unit AUL- increased visibility user/oversight
 - HM/HW tracking- including SW tracking
 - Manifest generation- camp to camp, final disposal
 - Data Calls- improve/streamline by EPA Codes, management visibility
 - System training 2nd QTR FY13 (tentative)

Annual Practice Inventory and Risk Ranking Review

- Old Practice Inventory was replaced by MCICOM WEBCASS Practice inventory
 - Old practices and aspects were matched with WEBCASS PAI
- Risk ranking was completed for new aspects and will be forwarded for input to:
 - Installation Safety Office
 - Natural Resources Team
 - Environmental Staff
 - EMS Core Team

FY13 Draft Risk Ranking

PRACTICE	ASPECT	Env	Regu- latory	Percep- tion	Health	Freq	Mission	Score
Building operation/maintenance/repair	Solid waste generation	5	5	5	3	10	10	29.0
Aircraft combat training	Noise	5	1	5	5	10	9	27.4
Building operation/maintenance/repair	Electricity use	5	2	3	3	10	10	26.6
Vehicle operations	Spill	5	2	3	3	10	9	25.6
Infantry training	Noise	5	1	3	3	10	9	25.2
Pumping station/force main	Electricity use	2	2	3	3	10	10	25.1
Live fire range operations	Physical presence	5	1	4	3	10	8	24.8
Aircraft combat training	Fuel use	5	2	1	3	10	9	24.4
Vehicle operations	Air emissions	5	2	1	3	10	9	24.4
Aircraft combat training	Air emissions	5	1	1	3	10	9	24.0
Engine operation and maintenance	Hazardous waste generation	5	4	5	3	7	10	24.0
Engine operation and maintenance	Spill	5	4	5	3	7	10	24.0
Building operation/maintenance/repair	Hazardous material use	5	5	3	3	7	10	23.4
Building operation/maintenance/repair	Hazardous waste generation	5	4	3	3	7	10	23.1
Construction/renovation/demolition	Soil disturbance	5	4	7	3	7	5	22.9
Soil excavation/grading	Soil disturbance	5	4	7	3	7	5	22.9
Construction/renovation/demolition	Solid waste generation	5	2	5	3	10	5	22.8
Encampment	Soil disturbance	5	2	5	3	10	5	22.8
Battery management	Electricity use	5	2	3	5	10	5	22.6
Solid waste collection/transportation	Solid waste generation	5	5	5	3	9	5	22.5

Annual Policy Review



(b) (6)

MARINE CORPS INSTALLATIONS PACIFIC ENVIRONMENTAL POLICY STATEMENT

The natural environment is a key asset to the mission of Marine Corps Installations Pacific (MCIPAC). MCIPAC's policy is to enhance the Marine Corps by incorporating environmental compliance, efficient natural resources management practices and the interests of the local community into mission execution. To this end, we will always strive to protect and preserve the land, water, air, and cultural resources within our cognizance by doing the following:

- Complying with all applicable environmental legislation, Final Governing Standards, regulations and policy
- Implementing pollution prevention through source reduction and recycling
- Conserving natural resources and preserving cultural resources
- Implementing sustainability initiatives
- Minimizing risk to mission
- Conducting appropriate review of potential environmental impacts of all Federal actions

Operational readiness is the hallmark of the Marine Corps and environmental compliance is the key to sustaining and enhancing mission readiness and access to training environments. MCIPAC is committed to promoting responsible stewardship while continually improving environmental performance through an effective and efficient Environmental Management System (EMS).

(b) (6)

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Annual EMS Audit Results

- One minor non-conformance noted
 - Spill Prevention Control and Countermeasure (SPCC) Plans need to be completed. Only Camp Hansen and Camp Kinser have SPCC plans
 - The installation Spill Prevention and Response Plan (SPRP) is currently being updated for MCB Butler
- Audit Summary was sent for AC/S FE signature

Internal ECE & Benchmark

- Will begin internal Environmental Compliance Evaluation (ECE) next week
- New tentative Benchmark ECE dates: late January/early February 2013
 - Will inspect all camps/training areas and all environmental programs
 - Will conduct external audit of EMS

FY13 CEMRB Meeting

- Commander's Environmental Management Review Board (CEMRB)
- Annual senior management review of EMS and environmental compliance status
- In BEOC with CG and senior staff
- Late November or early December

Document Update

- Completed this quarter
 - MCIPACO 5090.1 Environmental Management System (EMS)
 - EMSP 16.2 Auditor Pool Listing ver 8
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 - EMP 13.7.1 Camp Kinser Cane Toad Flyer (new doc.)
- Currently being updated
 - EMS Pamphlet
 - EMP 13.6 Common Poisonous Plants on Okinawa ver 2 (brochure)

Document Update

- Cancelled this quarter
 - EMP 1.1.2 Continuity Lite Tabs ver 2
 - EMP 13.6 Common Poisonous Plants on Okinawa ver 1 (brochure)
- Emergency Response Plans still in draft
 - MCBJO 5090.2A, Spill Prevention & Response Plan
 - Site Specific Spill Plans
 - SPCC Plans
 - Tsunami SOP

Conclusion

- Upcoming events:
 - CEMRB - Nov or Dec
 - ECE Benchmark – Late Jan/early Feb 2013
 - Next Core Team meeting - Dec 2012
- Will send minutes to all
- Please brief your chain of command
- Thank you!

ATTENDANCE ROSTER
CORE TEAM MEETING
September 2012

[illegible]

ATTENDANCE ROSTER
CORE TEAM MEETING
September 2012

NAME	SIGNATURE	UNIT	PHONE	E-MAIL
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(b) (6)

ATTENDANCE ROSTER
CORE TEAM MEETING
September 2012

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